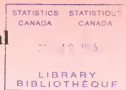


## **Place of Residence 1 Year and 5 Years ago Outside Canada**

### **Procedures Manual**



**Automated Coding**



#69272  
c.3

**MBI-1**

**Place of Residence 1 Year and 5 Years Ago**

**Outside Canada**

**Procedures Manual**

Prepared by: Census Operations Division  
Social, Institutions and Labour Statistics Field



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# I. Introduction to Coding Procedures for the "Place of Residence 1 Year and 5 Years Ago - Outside Canada" Variable

In question 22 on the 2B Census form (long form), respondents are asked to mark the circle beside the response that best characterizes their place of residence **1 year ago**, i.e. **May 14, 1995**. Respondents who mark answer circle 03 are required to specify their place of residence **inside Canada** by writing in the name of the city, town, village, township, municipality or Indian reserve in Canada, and the province or territory where they lived on **May 14, 1995**. Respondents who state that they lived **outside Canada** on that date (by marking answer circle 05), are asked to specify the name of the country.

MOBILITY	
<p><b>22. Where did this person live 1 year ago, that is, on May 14, 1995?</b></p> <p><i>Mark one circle only.</i></p> <p><b>Note:</b> Some large cities are made up of smaller cities or towns called municipalities. Where applicable, identify the municipality rather than the larger city, for example, Dorval rather than Montréal, Scarborough rather than Toronto, St. Albert rather than Edmonton, Seaside rather than Victoria.</p>	<p><b>25.</b></p> <p>01 <input type="radio"/> Lived at the same address as now</p> <p>02 <input type="radio"/> Lived at a different address in the same city, town, village, township, municipality or Indian reserve</p> <p>03 <input type="radio"/> Lived in a different city, town, village, township, municipality or Indian reserve in Canada Specify below</p> <p>04 <input type="text"/></p> <p>04 <input type="text"/></p> <p>05 <input checked="" type="radio"/> Lived outside Canada Specify name of country</p> <p>06 <input type="text"/> FRANCE</p>

In question 23 on the 2B Census form, respondents are asked to mark the answer circle beside the response that best characterizes their place of residence **5 years ago**, i.e. **May 14, 1991**. Respondents apply the same rules as for the preceding question.

<p><b>23. Where did this person live 5 years ago, that is, on May 14, 1991?</b></p> <p><i>Mark one circle only.</i></p> <p><b>Note:</b> Some large cities are made up of smaller cities or towns called municipalities. Where applicable, identify the municipality rather than the larger city, for example, Dorval rather than Montréal, Scarborough rather than Toronto, St. Albert rather than Edmonton, Seaside rather than Victoria.</p>	<p>07 <input type="radio"/> Lived at the same address as now</p> <p>08 <input type="radio"/> Lived at a different address in the same city, town, village, township, municipality, or Indian reserve</p> <p>09 <input type="radio"/> Lived in a different city, town, village, township, municipality or Indian reserve in Canada Specify below</p> <p>10 <input type="text"/></p> <p>10 <input type="text"/></p> <p>11 <input checked="" type="radio"/> Lived outside Canada Specify name of country</p> <p>12 <input type="text"/> China</p>
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The instructions provided with the 2B form to help respondents answer these two questions are shown below.

#### MOBILITY

Questions 22 and 23 tell us where people living in Canada are moving to and from within Canada, and from outside Canada. This information is used to help estimate the population at the national, provincial and subprovincial levels between censuses. It is also used to identify future needs for housing, education, transportation and social services, and contributes to programs administered under the *Fiscal Arrangements Act*.

Mark one of the four circles provided to indicate each person's usual place of residence one year ago (on May 14, 1995) for Question 22 and five years ago (on May 14, 1991) for Question 23, even if the person was not at home on either date.

#### QUESTION 22 – Place of Residence One Year Ago

For persons who lived in a **different** city, town, village, township, municipality or Indian reserve **in Canada** on May 14, 1995:

- mark that circle and print the name of the city, town, village, township, municipality or Indian reserve, **and**
- print the name of the province or territory it is in.

For persons who lived **outside Canada** on May 14, 1995:

- mark that circle and print the name of the country **according to present boundaries**.

#### QUESTION 23 – Place of Residence Five Years Ago

For persons who lived in a **different** city, town, village, township, municipality or Indian reserve **in Canada** on May 14, 1991:

- mark that circle and print the name of the city, town, village, township, municipality or Indian reserve, **and**
- print the name of the province or territory it is in.

For persons who lived **outside Canada** on May 14, 1991:

- mark that circle and print the name of the country **according to present boundaries**.

Source: Statistics Canada, *Guide and Reasons*, p. 10, 1996 Census.

Responses for **inside Canada** and **outside Canada** will be treated as two different variables.

This manual describes the automated coding procedures for responses with place of residence **outside Canada**, i.e. the last write-in box in each question. Procedures for **inside Canada** responses (the first two write-in boxes in each question) are covered in the manual entitled "Place of Residence 1 Year and 5 Years Ago – Inside Canada Procedures Manual" (MBI-1).



## II. Standard Coding Procedures

As a general coder, you are responsible for assigning a code to each response according to the instructions you are given.

You will see that only one category of response exist when manual coding "Place of Residence 1 Year and 5 Years Ago - Outside Canada" :

**(a) responses containing the name of the country.**

Within this category of response, you will encounter the following difficulties:

- (a) misspelled responses;**
- (b) multiple responses;**
- (c) other responses.**

When the system shows you a response, you must:

- identify if the response is the name of a country and determine whether it contains any difficulties;
- follow the processing steps for the category of response identified.

These steps are described on pages 5 through 16 of this manual.

The system which helps you code uses Automated Coding by Text Recognition (**ACTR**). ACTR provides you with coding suggestions in the form of one or more phrases displayed under the response.

You must first use the Manual Coding Book (**MCB**) to find the proper codes for the responses displayed by the system.

**A. Code Match**

When coding, you must carry out different steps depending on the category of response you are coding.

However, **code match**, the phase where a code is assigned to a response, is identical for all categories of responses.

Always refer to the table below when you are **code matching**.

CONDITION	ACTION
<b>STEP 1</b> <b>IF</b> there is a code match, <b>THEN</b>	(a) type the valid code; (b) validate the code; (c) verify that the valid code appears at the bottom of the screen.
<b>STEP 2</b> (i) <b>IF</b> a valid code appears at the bottom of the screen, <b>THEN</b>  (ii) <b>IF</b> an invalid code appears at the bottom of the screen, <b>THEN</b>	commit the code.  verify whether the code was input correctly. If an error has been made, correct the code and repeat <b>STEPS 1 and 2</b> .
<b>STEP 3</b> <b>IF</b> an invalid code still appears at the bottom of the screen, <b>THEN</b>	<b>REFER THE RESPONSE TO THE NEXT LEVEL OF CODING.</b>

On the following pages, you will find the standard coding procedure flow charts and situation/condition/action tables which will guide you through the various procedures needed when coding responses.

### III. Processing Responses containing the Name of the Country

The examples below illustrate how responses containing the name of the country will appear on your screen.

#### Name of country - Example N°. 1

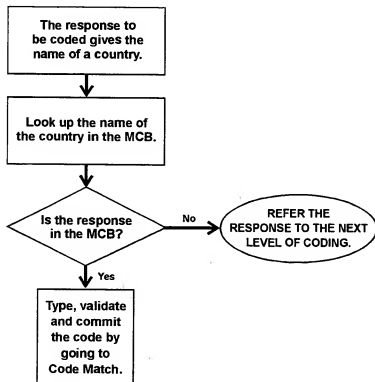
MMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR OUT CAN.	17/01/96 13:14:15.2
Write-in to be coded		Type Code
EGYPT		-----
Phrases returned by ACTR	Codes	(S)elect
	-	-
	-	+
IO: 61001002 078 2 6		
Data for same question from each household member		
Check-boxes and Write-ins		Persnr: 2
EGYPT		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP UP DOWN <<< >>> MORE +UP +DOWN REFER UALIO COMIT QUIT		

#### Name of country - Example N°. 2

MMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR OUT CAN.	17/01/96 13:14:15.2
Write-in to be coded		Type Code
FRANCE		-----
Phrases returned by ACTR	Codes	(S)elect
	-	-
	-	+
IO: 61001002 078 2 6		
Data for same question from each household member		
Check-boxes and Write-ins		Persnr: 2
FRANCE		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP UP DOWN <<< >>> MORE +UP +DOWN REFER UALIO COMIT QUIT		

The standard coding procedure flow chart below summarizes the operations involved in processing responses containing the name of the country.

**Standard coding procedure flow chart**  
**Name of country**



## Situation/condition/action table for coding responses containing the Name of the Country

Name of country		
SITUATION	CONDITION	ACTION
The response to be coded gives the name of a country.  Look up the name of the country in the MCB.	a) IF the response is in the MCB, THEN	type, validate and commit the code by going to <b>Code Match</b> on page 4.
	b) IF the response is not in the MCB, THEN	<b>REFER THE RESPONSE TO THE NEXT LEVEL OF CODING.</b>



## IV. Processing Responses Containing Difficulties

## A. Processing Misspelled Responses

The examples below illustrate how misspelled responses will appear on your screen.

## Misspelled response – Example N°. 1

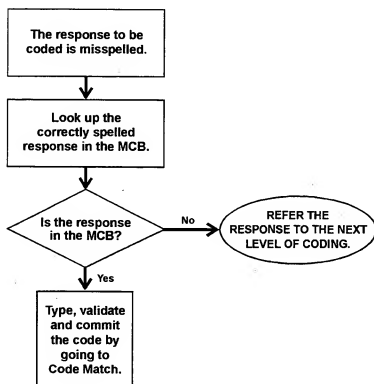
MNANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR OUT CAN.	17/01/96 13:14:15.2
Write-in to be coded CHECHO SLOVAKIA		Type Code -----
Phrases returned by ACTR		Codes (\$)\$elect - - +
IO: 61001002 078 2 6		
=====		
Data for same question from each household member		Person: 2
Check-boxes and Write-ins CHECHO SLOVAKIA		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<< >>> MORE +UP +DOWN REFER UALIO COMIT QUIT		

## Misspelled response – Example N°. 2

MNANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR OUT CAN.	17/01/96 13:14:15.2
Write-in to be coded ENGLTERRE		Type Code -----
Phrases returned by ACTR		Codes (\$)\$elect - - +
IO: 61001002 078 2 6		
=====		
Data for same question from each household member		Person: 2
Check-boxes and Write-ins ENGLTERRE		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12--- HELP UP DOWN <<< >>> MORE +UP +DOWN REFER UALIO COMIT QUIT		

The standard coding procedure flow chart below summarizes the operations involved in processing misspelled responses.

**Standard coding procedure flow chart  
Misspelled responses**





## Situation/condition/action table for coding misspelled responses

## Misspelled responses

SITUATION	CONDITION	ACTION
The response to be coded is misspelled.  Look up the correctly spelled response in the MCB.	a) IF the response is in the MCB, THEN	type, validate and commit the code by going to <b>Code Match</b> on page 4.
	b) IF the response is not in the MCB, THEN	<b>REFER THE RESPONSE TO THE NEXT LEVEL OF CODING.</b>

## B. Processing Multiple Responses

The examples below illustrate how multiples responses will appear on your screen.

### Multiple response - Example N°. 1

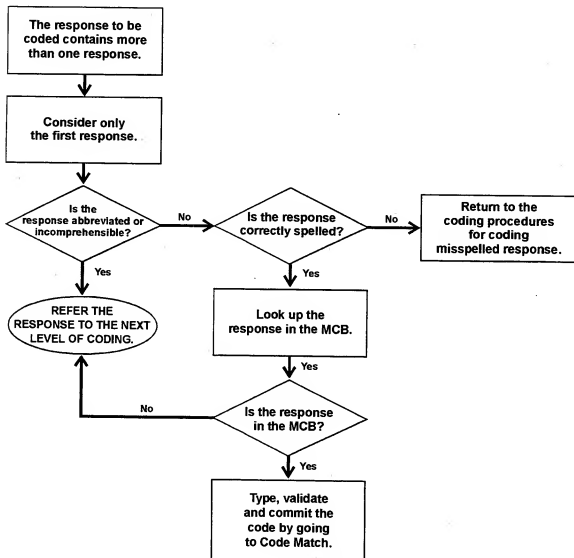
MMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 5 YEARS OUT CAN.	17/01/96 13:23:42.1
Write-in to be coded LIMA PEROU COLOMBIE	Type Code	
Phrases returned by ACTR	Codes (S)elect	
	-	
	-	
ID: 61001102 014 1 12		
=====		
Data for same question from each household member	Personr: 1	
Check-boxes and Write-ins		
LIMA PEROU COLOMBIE		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT		

### Multiple response - Example N°. 2

MMANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 5 YEARS OUT CAN.	17/01/96 13:23:42.1
Write-in to be coded STUDYING IN NEW YORK USA	Type Code	
Phrases returned by ACTR	Codes (S)elect	
	-	
	-	
	-	
ID: 61001102 014 1 12		
=====		
Data for same question from each household member	Personr: 1	
Check-boxes and Write-ins		
STUDYING IN NEW YORK USA		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT		

The standard coding process flow chart below summarizes the operations involved in processing multiple responses.

**Standard coding process flow chart**  
**Multiple responses**



## Situation/condition/action table for coding multiple responses

## Multiple responses

SITUATION	CONDITION	ACTION
<b>STEP 1</b> The response to be coded contains more than one response.  Consider only the first response.	a) IF the response is abbreviated or incomprehensible, THEN	<b>REFER THE RESPONSE TO THE NEXT LEVEL OF CODING.</b>
	b) IF the response is misspelled, THEN	return to the coding procedures for misspelled responses on page 9.
	c) IF the response is correctly spelt, THEN	go to <b>STEP 2</b> .
<b>STEP 2</b> The response to be coded is correctly spelled.  Look up the response in the MCB.	a) IF the response is in the MCB, THEN	type, validate and commit the code by going to <b>Code Match</b> on page 4.
	b) IF the response is not in the MCB, THEN	<b>REFER THE RESPONSE TO THE NEXT LEVEL OF CODING.</b>

### C. Processing Other Responses

When processing other responses, you will find three types of responses:

- 1) abbreviated responses;
- 2) "same as", "same as person 1", "même que", "même que la Personne 1";
- 3) incomprehensible responses.

The examples below illustrate how these types of responses will appear on your screen.

#### Abbreviated response

MNANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 5 YEARS OUT CAN.	17/01/96 13:23:42.1
Write-in to be coded UA EMIRATES	Type Code	
Phrases returned by ACTR	Codes (S)elect	
	-	
	-	
IO: 61001102 014 1 12		
Data for same question from each household member		
Check-boxes and Write-ins	Personr: 1	
UA EMIRATES		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT		

#### Response "same as", "same as Person 1", "même que", "même que la Personne 1"

MNANUAL1	1996 CENSUS OF POPULATION / AUTOMATED CODING INTERACTIVE CODING - MOBILITY 1 YEAR OUT CAN.	17/01/96 13:14:15.2
Write-in to be coded VOIR PERSONNE 1	Type Code	
Phrases returned by ACTR	Codes (S)elect	
	-	
	-	
	- +	
IO: 61001002 078 2 6		
Data for same question from each household member		
Check-boxes and Write-ins	Personr: 2	
VOIR PERSONNE 1		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP UP DOWN <<<< >>>> MORE +UP +DOWN REFER UALID COMIT QUIT		

### Incomprehensible response

1996 CENSUS OF POPULATION / AUTOMATED CODING		17/01/96
INTERACTIVE CODING - MOBILITY 1 YEAR OUT CAN.		13:14:15.2
MNANUAL1		
Write-in to be coded		Type Code
CRUISE SHIP		
Phrases returned by ACTR	Codes	(S)elect
	-	-
	-	+
ID: 61001002 076 2 6		
Data for same question from each household member		
Check-boxes and Write-ins	Person: 2	
CRUISE SHIP		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---		
HELP UP DOWN <<< >>> MORE +UP +DOWN REFER VALID COMIT QUIT		

These types responses are not dealt with in this Procedures Manual. Such responses must be analyzed by expert coders. You must **REFER THESE TYPES OF RESPONSES TO THE NEXT LEVEL OF CODING.**

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